



**JONATHAN E. FIELDING, M.D., M.P.H.**  
Director and Health Officer

**JONATHAN E. FREEDMAN**  
Chief Deputy Director

313 North Figueroa Street, Room 708  
Los Angeles, California 90012  
TEL (213) 240-8156 • FAX (213) 481-2739

[www.publichealth.lacounty.gov](http://www.publichealth.lacounty.gov)



**BOARD OF SUPERVISORS**

**Gloria Molina**  
First District

**Mark Ridley-Thomas**  
Second District

**Zev Yaroslavsky**  
Third District

**Don Knabe**  
Fourth District

**Michael D. Antonovich**  
Fifth District

February 5, 2010

TO: Each Health Deputy

FROM: Jonathan E. Freedman  
Chief Deputy Director

SUBJECT: **NOTIFICATION OF INTENT TO ENTER INTO A SOLE SOURCE AGREEMENT WITH CAMP, DRESSER & MCKEE, INC. FOR TECHNICAL DOCUMENT REVIEW AND REVISION**

This is to advise you that the Department of Public Health (DPH) intends to enter into a sole source agreement with Camp, Dresser & McKee, Inc. (CDM) for the development of readily-understandable publications to inform property owners, contractors, consultants, and public officials about requirements regarding on-site water and wastewater systems. The cost for this project is \$51,880, at no net County cost.

DPH is actively working to resolve a number of customer service issues regarding technical and regulatory aspects of on-site water and wastewater systems. The existing publications on these issues are highly technical, cumbersome, and do not provide members of the public with adequate clarity as to the requirements for construction and installation of water wells and wastewater systems. Revising these documents and developing other publications on related topics will enhance DPH's ability to more effectively communicate the requirements pertaining to water systems, better enable property owners to come into regulatory compliance, and significantly contribute towards decreasing project delays attributed to requests for clarification and subsequent corrections to proposed construction plans. The publications will be revised and drafted for a broad audience, including property owners, contractors, consultants, and public officials.

DPH proposes to enter into a sole source agreement with CDM to perform this work. CDM is a specialized environmental consulting firm with technical expertise and experience working with water issues in Los Angeles County. CDM consultants understand the complexity of the technical and legal aspects of these issues and has the ability to translate such information into easy-to-understand terms to reach a broad audience. Because of their qualifications, CDM can begin immediately and thus assist DPH in meeting demands for improved customer service in a timely manner. While there are other consulting firms that can provide technical writing services, CDM has the unique combination of expertise in well water and wastewater issues, an

Each Health Deputy  
February 5, 2010  
Page 2

in-depth knowledge of the history and challenges of these issues, and understanding of the political environment within the county. The attached fact sheet provides additional information.

If you have any questions or need additional information, please contact Angelo J. Bellomo, Director of Environmental Health, at (626) 430-5100.

JEF:jd

Attachment

c: Jonathan E. Fielding, M.D., M.P.H.  
Sheila Shima  
Richard Mason  
Angelo J. Bellomo

### **Sole Source Fact Sheet**

The Department of Public Health, Environmental Health Division proposes to enter into a sole source contract with Camp, Dresser & McKee, Inc. (CDM) for the development and writing of user-friendly publications to inform property owners, contractors, consultants, and public officials about regulatory and implementation requirements regarding on-site water and wastewater systems.

#### **1. Statement of Proposed Work**

CDM will overhaul the following instructional and technical documents and revise them for clarity, understandability, and correct technical information:

- "Potable Water Availability Requirements for Residential and Commercial Development"
- "Regulations Applicable to Water Availability Approval Utilizing a Well Water Treatment Device for the Purpose of Procuring a Building Permit"
- "Well Yield Test Procedures – Private Wells"
- "Onsite Wastewater Treatment System Guidelines for the Preparation and Submittal of Feasibility Reports"

In addition, CDM will develop two additional documents: 1) a fact sheet of procedural processes related to well water and wastewater; and 2) a template for communiqués of Departmental guidelines and regulations. These and the above mentioned documents are instrumental for the Department of reach out and educate the public.

#### **2. Contractor's Qualifications**

CDM has a unique combination of education and experience in the areas of onsite water and wastewater systems which will allow for immediate start up of the proposed scope of work, including the evaluation of the documents, as well as develop revisions and recommendations to easily accommodate the needs of DPH. The complexity of the technical and legal aspects of these issues requires in-depth knowledge and expertise as well as experience working with the public and ability to explain it in terms that are accessible to members of the public. CDM staff has these qualifications. The consulting team for CDM who will work on this project and their qualifications are below:

- Mr. David J. Jensen, CDM Vice President, has over 20 years experience in reviewing technical documents, preparation of written comment, and effective communication with the public, industry, governmental agencies, and elected officials. Mr. Jensen's has a M.S. degree in Chemical Engineering from the University of California at Berkeley. Additionally, he is a LEED accredited professional and a Registered Environmental Assessor in California.
- Ms. Meha P. Patel has worked as an engineering consultant on technical projects with agencies which include the Metropolitan Water District and the Department of Water and Power. She has an M.S. degree in Environmental Engineering from the University of California at Berkeley.
- Ms. Arlene E. Post has extensive expertise in the areas of water planning, potable water, wastewater, recycled water, transportation, parks, historic preservation and bio-solids composting. Her writing skills have been applied to develop speeches, white papers, successful grant applications, compelling presentations, and innovative educational materials with specialized ability to translate complex technical concepts for public understanding. Her education includes a B.A. degree in Modern American Literature (minor in Mass Media) from the State University of New York at Albany.

#### **3. Cost**

The maximum obligation for this purchase order is \$51,880. No net County cost will be used to fund this request. Environmental Health activities and services are offset by license/permit and other service fees.